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AGREEMENT

MILLBROOK CENTRAL SCHOOL DISTRICT

AND

MILLBROOK TEACHERS' ASSOCIATION

JULY 1, 2004 - JUNE 30, 2007

103

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AGREEMENT, made this 31st day of January, 2005, by and between:

MILLBROOK CENTRAL SCHOOL DISTRICT

and

MILLBROOK TEACHERS' ASSOCIATION

PREAMBLE

In order to carry out the Taylor Law of 1967 to increase the effectiveness of professional employees, to encourage a close harmonious working relationship between the Board, the teaching staff, and to thus improve the quality of education within our District, the Millbrook Board of Education (hereinafter known as the "Board") and the Millbrook Teachers' Association (hereinafter known as the "Association") enter into this Agreement effective the 1st day of July, 2004.

DEFINITIONS

As used herein the term:

District shall mean Millbrook Central School District;

Board shall mean the Board of Education of the District;

Superintendent and/or Chief School Administrator shall mean the Chief Executive Officer of the District;

Association shall mean the Millbrook Teachers' Association.

ARTICLE I: RECOGNITION

The Board recognizes the Association as the exclusive representative of the teaching staff of the District, such recognition to continue from the date hereof for the maximum period allowed by present law.

Regular substitute teachers who are hired for a fixed term of more than a semester, or a fixed term equivalent amount of time starting after a semester begins, shall be deemed employees covered by the provisions of this agreement. Part-time Unit members who work less than one-half time shall not be entitled to benefits.

ARTICLE II: PROFESSIONAL IMPROVEMENT

A. In-Service Education

In-service courses may be recommended by the Board and/or the Administration and/or a group of interested teachers. Teachers will be involved with the administration in the planning of all such proposed courses and the needs of the District will largely govern their content and the extent of participation.

Courses will be limited to forty-five (45) hours each semester. Predetermined credits for attendance will be granted as follows for the purpose of administering the salary schedule:

15 hours	-	1.0 credit
23 hours	-	1.5 credits
30 hours	-	2.0 credits
45 hours	-	3.0 credits

All proposed courses must be recommended by the administration to the Board for its final approval.

B. Teacher Improvement Training

1. Reimbursements

In the event that the Board approves the payment of a teacher's expenses to workshops, training courses, meetings, conferences or the teacher engages in any other type of activity in which expenses are reimbursable, the teacher will receive the amount on the next regular payday, or no later than two weeks after the expenses have been submitted in proper form.

2. Payment for Required Training

Teachers who are required by resolution of the Board to attend summer workshops shall be paid at the rate of 1/200th of their regular salary for each day of the workshop attended.

3. Doctorate Degree Stipend

Add a stipend of \$1,600.00, effective July 1, 2004, for Ph.D., Ed.D. and Psych.D. where the degree is related to the teacher's job.

C. Graduate Study Increments

Increments shall be granted at the rate of \$51.00 per credit hour, effective July 1, 2004; \$52.00 per credit hour effective July 1, 2005; \$53.00 effective July 1, 2006 for each bona fide additional college credit earned beyond scales BA and MA, subject to the following conditions:

New credits will be recorded, on forms available in the general office of each school building and additional increments granted twice a year, following Board approval. The cut-off dates for submission of claim forms will be February 28th and September 30th. Credit hours that count for these increments, shall be limited to 60 over the BA and MA scales. Written approval on

forms available in the general office of each school building must be obtained from the Administration before registering for courses to be considered for credits that count for these increments.

Courses pursued must be in the original or related field of study for the teaching degree in the field now teaching. Courses in educational administration will not be considered as meeting the requirements of these additional increments unless such coursework is an elective part of the teacher's program for permanent certification for the position in which s/he is employed in the District. Courses pursued for the purpose of obtaining a provisional teaching certificate will not be considered as meeting the requirements of these additional increments.

Increments shall be granted for all credits earned in all accredited educational institutions before employment by the Millbrook Central School District.

D. Summer Study Grants

1. Two (2) teachers each year shall be entitled to summer study grants. Teachers must apply no later than February 1 of the semester prior to the summer in which the program is to be started. Final dispositions of the applications will be made at the regular March meeting of the Board.

2. Summer study grants shall be conferred for course work for the purpose of improvement in the teacher's field, or a related field of classroom teaching. No summer study grant may be used for work towards a new field of endeavor or towards certification in the teacher's present position.

3. Leave will be granted only to those faculty members who agree to serve a minimum of two (2) years in the District following completion of their leave. The application should include a statement indicating that the candidate will comply with this requirement.

4. Criteria to be used by the Board in considering requests for grants:

In evaluating requests for grants, the following factors, among others will be used:

- a. Benefit to District.
- b. Value of proposed grant program as outlined in statement of purpose.
- c. Professional qualifications of individual (preparation and experience).
- d. Whether or not individual has previously had a grant.
- e. Order of applications.
- f. Seniority.

5. Payment for summer study grants will be at the rate of Five Hundred Dollars (\$500.00) per credit.

6. After entering this program, teachers must notify the Board, in writing, by November 1st if they do not intend to continue in the program for the full length of their original request. Failure to so notify the Board for any reason (including a "good faith" change in plans after November 1st) will create a vacancy for the following summer. Any vacancy by the above-mentioned notification procedure prior to November 1st will be posted promptly on the faculty bulletin boards by the Superintendent.

7. Denial of Application: Any member of the teaching staff who is denied a summer study grant will be notified in writing within ten (10) school days of the specific reason(s) for such denial. However, said reason(s) shall not be grievable under Article VII.

8. Reporting: Teachers participating in the summer study grant program will make a written report to the Board upon their return to school.

E. Teacher Evaluation

Teacher observation and evaluation is designed to:

1. Enable the Administration to give meaningful assistance to faculty members. Any comments relating to teacher weaknesses shall be accompanied by suggestions for improvement of performance.

2. Assist the Administration in deciding whether tenure should be granted. Probationary teachers shall be given a minimum of three (3) fair and objective formal classroom observations by professional educators, the first of which shall be conducted prior to December 1. It shall be the goal of the District to evaluate tenured teachers once per year.

3. Determine whether it is in the best interest of the District to retain faculty members. The observation and evaluation program shall involve:

4. The publishing by the District of a list of competency components which sets forth the District's performance expectation for teachers.

5. Allowing teachers an appropriate period of time to correct noted deficiencies.

6. The conducting of educational evaluations by certified administrators only.

7. A written report will be made of each classroom observation or evaluation that is to form a part of the teacher's personnel record. A copy of every such report shall be furnished to the teacher involved promptly after such observation or evaluation. Within ten (10) workdays after the

delivery of a copy of such report to the teacher, a conference will be held between the evaluator and the teacher to discuss such report, unless such conference is mutually dispensed with. No such report shall be submitted to central administration, placed in a teacher's file or otherwise distributed or acted upon without such prior conference, unless both the evaluator and the teacher indicate in writing that such conference has been dispensed with. Written responses by teachers must be submitted within fourteen (14) calendar days after conference; provided that if such conference occurs less than two (2) weeks prior to the end of the school year, the teacher may submit a written response by July 15th.

All evaluations and observations shall be conducted without recourse to mechanical or electronic listening devices without the expressed written consent of the teacher being observed or evaluated, unless a recording device is a reasonable accommodation for the evaluator under the Americans with Disabilities Act.

ARTICLE III: ASSOCIATION RIGHTS

A. Unit Member Rights

1. Check Cashing Policy

Teachers shall have the right of banking on payday during any non-assigned period by giving oral notification at their respective office when leaving and returning.

2. Vacancies, Transfers and New Positions

a. At such times as professional position vacancies occur, the Association will be given the listings of such vacancies or openings from the Office of the Superintendent. These listings will also be posted on the faculty bulletin boards. Job descriptions and minimum requirements shall be provided with the vacancy listing for any positions, including Chapter I and P.S.E.N., which are not common to the regular K through 12 teaching program in this District. The Superintendent will be

responsible for the final selection of personnel. No vacancies or openings will be filled except on a temporary basis, until five (5) days after such publication.

b. Whenever any new position is created in the bargaining unit, the same shall be publicized by giving written notice of such position to the Association and by posting such notice in each school building as provided in paragraph "a" above, including salary range.

3. Tax-Sheltered Annuity Policy

The Board agrees to make available the fourteen (14) currently existing annuity programs to all interested unit members and shall promptly transmit any monies authorized by teachers for such tax-sheltered annuity programs. No unit member shall make more than one change per annuity contract per year.

4. Availability of Board Minutes

One copy of the Board Minutes will be available in each building. One copy will be sent to the Association President, as soon as practicable after acceptance of the minutes by the Board of Education.

5. Availability of Official District Teacher Files

A teacher may, on two days notice, examine his/her personnel file, except for confidential references (i.e., pre-employment references). Any document, except confidential references, to be placed in the personnel file shall be presented to the teacher for signature indicating his/her knowledge of placement in the file. If the teacher fails to place his/her signature on a document within two weeks of notification of need for signature, the document shall be placed in the personnel file with a notation of notification for signature date and date of placement into the file. If he/she objects to any material therein, he/she must, within ten (10) working days, attach his/her

written rebuttal to the file copy. He/she may reproduce any material in his/her file; however, a copying charge of \$.15 per copy over twenty pages shall be collected by the District from the teacher.

6. Attendance of Unit Members' Children

Children of bargaining unit members employed by the District as of June 30, 1993 shall be entitled to attend District Schools on a tuition-free basis, provided that adequate programs and facilities exist within the buildings of the School District.

7. Mileage Allowance

Teachers required in the course of their work to drive personal automobiles on authorized school business shall receive the per mile rate as set by the Internal Revenue Service.

B. Association Rights

1. Official Union Business

a. Up to ten (10) days per year, in the aggregate, may be taken with pay for official Union business by the Millbrook Teachers' Association President or his/her designee(s). Official Union business may include representation at: Teacher Retirement System and NYSUT Delegate Assembly conferences, Vote-Cope lobbying assembly, Dutchess County United Teacher Council, Education workshop/conference, or any other business, with the approval of the Superintendent of Schools. The Association shall give the Superintendent of Schools at least forty-eight (48) hours advance notice when such day(s) will be taken, providing both the name of the attendee(s) and place of his/her attendance. The Association shall reimburse the District for the cost of substitute teachers for two (2) such days each year.

b. The Association President shall be released from his/her supervisory duties each day to enable him/her to perform his/her duties as President.

2. Dues Deduction

At a teacher's option, payroll deductions will be made upon written request to the Business Manager, for membership in the Association. Such dues shall be deducted equally from twenty (20) pay checks of the school year, and paid to the Association. Such authorization shall remain in full force and effect unless withdrawn by the teacher.

3. Agency Fee

a. Each employee who fails voluntarily to acquire or maintain membership in the Association, shall be required, beginning on the 30th day following the beginning of such employment (or discontinuance of membership) to pay to the Association a service charge as a contribution towards the negotiation and administration of the Agreement and the representation of such employee. The service charge shall be in the same amount and payable at the same time as the Association's and its affiliates' regular dues and shall be deducted by the District from the employee's pay in accordance with Subdivision "I" of this Article.

b. The Association affirms that it has adopted the procedure for refund of the Agency Fee deductions, as required by Section 208(3)(b) of the Civil Service Law and that such procedure complies in all respects with the requirements of that section. This provision of Agency Fee deductions shall continue in effect so long as the Association maintains such procedure and so long as such deductions are authorized by law.

c. In the event an action or proceeding is commenced in a court of competent jurisdiction or before an administrative agency regarding such service charge, the Association agrees to provide counsel and to indemnify and save harmless the District from and against the cost of such action or proceeding, and other expenses in conjunction with such litigation or proceeding, to pay any judgment entered against the District in any such action or proceeding.

4. Scheduling of Meetings

To the right of the Association to schedule its meetings without cost, at reasonable hours, in any school building providing reasonable notification is given to the Building Principal.

The third Thursday of each month shall be set aside as a regular meeting time for the Association. No conflicting meetings involving teachers will be scheduled. In the event a meeting is deemed unnecessary, the President or acting official of the Association will notify the Building Principal by the preceding Thursday.

Afternoon Teacher Association meetings may begin no sooner than twenty (20) minutes after student dismissal time at the secondary school, and absent other professional responsibilities, directly following student dismissal at the elementary schools.

5. Use of Communication Facilities

To post Association notices on faculty bulletin boards and to place circulars in the regular channels of school mail and teachers' boxes.

6. Use of Duplicating Facilities

To use duplicating facilities to process materials upon reimbursement to the District at the per copy rate established by the Board, pursuant to the Freedom of Information Law.

7. Presidential Visitation Rights

The Board agrees to permit the President of the Association or designee, reasonable rights of visitation to the District schools, provided sufficient notice is given the Building Principal and mutually satisfactory arrangements are made.

8. Availability of Records

Subject to the District procedure, the Board will make available to the officers of the Association, on reasonable notice and at no cost, a reasonable number of copies of information from the District records that is not classified by law as a "Privileged Document".

9. Notification to Association

The District shall provide the Association with up-to-date seniority lists, a list of teachers that includes location on the salary schedules with respect to step and credits.

ARTICLE IV: LEAVES

A. Sick Leave

1. Fifteen (15) days sick leave per year will be granted with accumulation of 205 days. Up to six (6) of such days per year may be utilized for illness of immediate household family members including the teacher' s spouse, parent/guardian, children.

2. At the beginning of the school year, each teacher will receive a statement enumerating his/her accumulation of sick leave.

3. Sick Leave Bank:

a. Each teacher willing to participate in a sick leave bank shall submit to the District a waiver of no more than one (1) day of the teacher' s sick leave. Only teachers who shall contribute to the bank shall be eligible to receive time from the bank.

b. All teachers who wish to participate in the bank and who are employed in the District on the effective date of this Contract, shall contribute one (1) day of sick leave within thirty (30) days. Teachers hired or returning after the effective date of this Contract who wish to participate in the bank shall contribute one (1) day of sick leave within thirty (30) days of the effective date of their employment.

c. The sick bank shall be administered by the Superintendent who shall act upon withdrawals. Withdrawals from the bank shall be limited to teachers who are involved in catastrophic, prolonged or disabling illnesses or accidents who have exhausted their sick leave time. Withdrawals from the sick bank shall further be limited to those teachers who have utilized all personal leave accruals and have waited ten (10) workdays for which no compensation has been

paid by the District prior to being entitled to draw days from the sick bank. There shall be a ninety (90) day limit placed upon any teacher's use of the sick leave bank on a per request basis.

d. The sick bank shall be renewable once all days contributed have been exhausted, and in the same manner set forth in "b" above, except that the thirty (30) day period for then current teachers shall commence with the date upon which the sick bank was exhausted.

4. A leave of absence without pay for personal illness extending beyond accumulated sick leave shall be granted by the Board for a period not to exceed four (4) consecutive school semesters. No rights, credits, seniority or any other benefits shall accrue during a leave of absence without pay. Satisfactory evidence of good health must be presented before return.

5. Those unit members who are ineligible for the retirement incentive program elsewhere in this agreement shall be eligible for the following benefit if they meet the conditions set forth herein below. The unit member must issue an irrevocable letter of resignation for the purpose of retirement to receive benefits from the New York State Teachers' Retirement System at least three (3) months in advance of their retirement date. Such unit members shall be entitled to a payment equal to \$35.00 per day for accumulated sick leave days in excess of 100, but in no event shall this benefit exceed the sum of \$3,675.00. A further condition of eligibility shall be the requirement that during the last two years of employment the unit member shall use no more than an average of eight (8) sick leave days per year (excepting from the count days that qualify as Family Medical Leave Act days). Such payment shall be made directly as a non-elective employer contribution to the employee's Section 403(b) tax sheltered annuity account.

B. Personal Leave

The Board believes the staff is highly conscious of its professional status and responsibility and will confine personal leave to matters of real urgency which cannot be handled outside of

normal working days. Reasonable time off for personal business is allowed without prejudice or penalty, upon notification of intention to the immediate supervisors. Each teacher shall be allowed three (3) personal leave days per year without reason being given. Additional personal leave may be granted for which reasons may be requested. Such additional requests shall not be unreasonably denied.

Personal leave will not be authorized to extend a school holiday either before or after the holiday; provided, however, that the building principal shall have authority to approve such leave under extraordinary circumstances.

Absent exigent circumstances, personal leave will not be granted on days scheduled for professional development or training or Superintendent's Conference Days. Absence on such days shall be subject to the Building Principal's approval.

C. Bereavement Leave

1. In the event of a death in the immediate family of an employee, the employee shall be entitled to up to three (3) consecutive work days absence without loss of pay for said death, not chargeable to any other leave. If additional leave is needed, it may be granted at the discretion of the Administration. The Administration shall be fair and consistent in these decisions.

2. Immediate family shall be defined to mean husband, wife, son, daughter, mother, father, brother, sister, mother-in-law, father-in-law, grandparents, grandchildren and household member designated by the beginning of a semester.

3. In the event of the death of an aunt or uncle, an employee shall be entitled to a one (1) day leave of absence without loss of pay for said death, not chargeable to any other leave.

D. Child Care Leave

Child care leave shall be granted to a teacher for a period of up to two (2) years, provided that ninety (90) days advance notice is provided to the District of the intention to take such leave. Additionally, the teacher shall notify the principal, at least ninety (90) days prior to the return date from the leave, of his/her intention to continue on staff. A teacher's failure to provide the requisite notification of intention to continue on staff shall be deemed by the District that the teacher has abandoned his/her position.

Should any teacher wish to extend an initial leave of less than two years, once granted, up to the maximum period of two years, that extension request shall require the provisions as above – an advance notice of ninety (90) days of the intention to take such leave and a notice to the principal at least ninety (90) days prior to the return date from the leave, of his/her intention to continue on staff. A teacher's failure to provide the requisite notification of intention to continue on staff shall be deemed by the District that the teacher has abandoned his/her position.

E. Military Leave

Teachers shall be granted military leave in accordance with Section 243 of the Military Law.

F. Leave of Absence Without Pay

A leave of absence without pay may be granted upon the approval of the Board. Such leave shall terminate at the end of a semester, unless the Board grants prior approval for an earlier termination date. The teacher on leave shall be obligated to notify the District at least ninety (90) days before the termination of the leave date of his/her intention to return or resign from the position. No rights, credits, seniority or any other benefit shall accrue during a leave of absence without pay. A unit member on an approved leave of absence without pay shall be entitled to participate in the District's health insurance program provided that s/he pays the full cost of such participation.

G. Jury Duty

Teachers will be granted leave for jury duty at full pay, but shall reimburse the District any amounts of pay received for service upon a state jury, less meal and travel expense allowances. Those teachers who are "on call" for any jury duty and may travel to jury duty from work shall be required to work.

H. Notification of Leave Approval

Teachers who have submitted requests for leaves which require Board approval shall be notified in writing within ten (10) days following the next regularly scheduled Board meeting, by the Superintendent, of the Board's determination.

ARTICLE V: SALARY AND ECONOMIC CONSIDERATIONS

A. The Salary Schedule increases shall be 3.4% effective July 1, 2004; 3.4% effective July 1, 2005; and 3.4% effective July 1, 2006 (inclusive of the longevity steps) as shown on Schedules A, B, C and D, respectively, as annexed. Longevity Step 26 shall be increased by an additional \$250.00 after the percentage increases are applied on July 1, 2005 and July 1, 2006, respectively.

B. The District shall make application for Excellence In Teaching (EIT) monies in each of the years of this Agreement and shall distribute such monies received in each year, on a pro-rated basis (i.e., a .6 teacher shall receive .6 of a teacher's share), to unit members who were on the payroll and working in the buildings on the 15th of May of such year. Payment of such monies shall be made on or before the following November 1st.

C. Throughout the duration of the 2004-2007 Agreement, employees shall continue to accrue years of service credit towards placement on longevity steps.

D. Payment

1. Time of Payment

The payment of salary will be bi-weekly commencing with the first Friday of the school year.

Notwithstanding any other provision in this Agreement, teachers shall be paid at least every other Friday during the academic year, commencing with the first Friday and ending with the last Friday of the academic year. During the course of the academic year, there shall be at least twenty (20) full pays (meaning two weeks pay) and the other two pays, one of which shall be the first Friday, shall consist of one-half pay. Those teachers opting for the "26 pay plan" shall receive five twenty-sixths (5/26ths) of their salary for the school year on the final pay day.

2. Choice of Plan

A teacher may elect his/her salary payment plan, choosing either the 1/21 or the 1/26 plan. The 1/21 plan pays a teacher 1/21 of a year's salary at each pay period. The 1/26 plan pays 1/26 at

each pay period, with the exception of the end of June payment, which shall be 5/26 of his/her salary. The business office must be notified of a teacher's election by the June 1st prior to the year for which the election is to be made. However, each teacher shall be entitled to switch the plan of payment one time only for each school year, such election to be exercised on or before September 1st of the school year for which the switch in payment plan is to be made.

E. Health Insurance Coverage

1. Active Teachers

a. The employee premium contribution shall be 7% individual/7% family; effective July 1, 2004 and 8% individual/8% family; effective July 1, 2005, for unit members who participate in the DEHIC PPO until a change is made by the District to the DEHIC Alternate PPO. The remainder of the premium obligation shall be paid by the employer. For those unit members who elect to participate in the Kaiser Permanente or M.V.P. individual health insurance plans, the District shall pay up to the dollar amount the District pays for individual unit members enrolled in the DEHIC Alternate PPO, and for those unit members who elect to participate in the Kaiser Permanente or M.V.P. family health insurance plans, the District shall pay up to the dollar amount the District pays for unit members in the DEHIC Alternate PPO, family health insurance and the unit member(s) shall pay any cost exceeding such amount.

b. Health insurance programs shall be subject to change by mutual agreement.

c. As soon as is practicable, unit members whose spouses are also employed by this District shall be prohibited from enrolling in a second family coverage or an individual coverage under the District's health insurance plan if the spouse is enrolled for family coverage. Nothing shall preclude each spouse from enrolling for individual coverage under said health insurance plan. Where a dual coverage is given up due to the operation of this provision, an annual health insurance buy-out in the amount of \$1,500.00 shall be paid to the affected unit member.

d. The District, in consulting with the MTA, shall implement a §125 IRC flexible benefit plan as soon as practicable.

2. Retired Teachers

The Board shall contribute to health insurance premiums for retired teachers at the same rate paid active teachers.

Retiree Health Insurance Vesting: Unit members shall be required to serve in the District for at least ten (10) years prior to the time of retirement to be entitled to District premium contributions towards retiree health insurance benefits. This provision shall become effective February 1, 2005.

3. Health Insurance Buy-Out

Each year, beginning with the 1985-86 school year, unit members who are otherwise health insured may opt-out from coverage in the School District's plan upon filing written notice of exercising the option, with proof of other health insurance, by:

- a. For 1985-86 - October 1 for opting out effective November 1.
- b. All subsequent years - June 1 for opting out effective July 1.

The payment for opting out shall be \$1,200.00; provided, however, that as soon as practicable, the payment for opting out shall be payable in monthly installments pursuant to the following schedule based upon the level of participants:

Up to 17 buy-outs	- \$1,200 per annum or \$100.00 per month
18 or 19 buy-outs	- \$1,300 per annum or \$108.33 per month
20 or 21 buy-outs	- \$1,400 per annum or \$116.67 per month
22 or more buy-outs	- \$1,500 per annum or \$125.00 per month

A unit member who opts-out of the District's health insurance plan shall be obligated to annually inform the District, in writing, whether or not s/he will be opting out for the next following school year. In the event such notification is not made, the District shall not be obligated to carry such unit member as covered under the plan.

Re-entry shall be allowed at any time subject only to the rules governing the health insurance plan(s). Upon re-entry, the unit member shall reimburse the District on the basis of 1/12th of the per annum amount paid to the unit member, as referenced above, for each of those months remaining in the school year during which the District's insurance plan(s) will provide coverage.

New hirees may opt-out within thirty (30) days of hire for a pro-rated amount of the buy-out.

F. Welfare Benefit Trust

The District shall contribute the sum of \$875.00 per annum per participating unit member towards a welfare benefit trust administered by the Association. Said sum shall increase to \$950.00 effective July 1, 2004, \$1,025.00 effective July 1, 2005 and \$1,100.00 effective July 1, 2006. The funding shall occur on a quarterly basis by July 15th, October 1st, January 1st and April 1st each year.

The quarterly funding shall be based upon the full-time equivalent count of bargaining unit members on payroll on the last payroll date immediately preceding the quarters as described above; provided, however, that where a substitute unit member is replacing another unit member on paid leave, there will be only one F.T.E. counted for that position. In determining the F.T.E. count, any part-time position that is .5 or greater shall be counted as a 1.0 F.T.E.. A part-timer employed less than .5 shall not be counted towards the F.T.E. count. The purpose of the trust shall be as defined by the fund trustees and particularly to provide insurance benefits on behalf of participating unit members. The District shall have the right to annually audit the books and records of the trust.

The trustees shall indemnify and hold harmless the District and reimburse the District's reasonable attorney's fees for any litigation brought against the District regarding the Association's Welfare Benefit Trust, except to the extent that such litigation arises from the District's obligation to make monetary payments to the Trust, as referenced above.

G. Job Related Disability

Employees covered hereunder who are injured at school in the course of their employment and thus entitled to Workers' Compensation payments shall be compensated in the following manner:

1. Any payment received as Workers' Compensation Benefits for absence for which the employee is paid or payable will be returned to the District so long as the employee receives full salary. Sick leave days shall be reinstated on a pro-rated basis using the ratio between the per diem advanced salary payment reimbursement provided by Workers' Compensation and the per diem salary of the employee.

2. The employee shall be entitled to retain any Workers' Compensation for any period for which the employee is not paid or payable salary from the District.

H. Step Advancement

1. In order for a teacher to advance one step on the salary schedule from the step placement of the prior school year, the teacher must have received pay for at least one-half of the days of that prior school year.

2. Step increment, where applicable, shall be granted during each year of this Agreement.

I. Salary Notice

Each employee of the bargaining unit will be notified in writing, by the third Monday in September of each school year of his or her date of hire, step, graduate credits and annual salary.

J. Longevities

1. Unit members shall be entitled to placement on the longevity steps (23rd and 26th) when their actual years of service in the District correspond to 23 and 26 years, respectively, including within the count those years of service credited at the time of hire for other teaching service acknowledged at the time of hire.

2. There will be longevity stipends payable only to coaches of \$150 upon commencement of the fifth continuous school years of coaching services and an additional \$300 (total \$450) upon the commencement of the tenth consecutive school years of continuous coaching services. For those coaches of multiple sports, there shall be an additional \$100 added to their longevity beginning with ten continuous years for meeting this criteria in two or more sports. The parties acknowledge that the count towards service shall not be broken based upon a leave due to prolonged disability. Continuity must lead into the 2000-2001 school year for the above provision to apply.

ARTICLE VI: TEACHING CONDITIONS

A. Length of Work Year

The teachers' work year shall consist of one hundred ninety (190) days, including up to six (6) scheduled emergency days, orientation and conference days during the work year. Emergency days that remain unused will be added to the Memorial Day weekend, in the case of one such day, and the other days will be returned to the calendar so long as the number of work days is one hundred eighty-four (184) during the school year. First year unit member teachers are required to attend two (2) consecutive days of in-service workshops during the week immediately preceding the Superintendent's Conference Day with no additional compensation and one (1) day at the beginning of their second year of employment during the week immediately preceding the Superintendent's Conference Day for no additional compensation.

Under this section it is not the intent of the Board to require attendance prior to Labor Day weekend, except when required for first and second year unit members, as referenced above.

B. Length of School Day

The length of the school day will be seven (7) hours and thirty-five (35) minutes inclusive of an additional fifteen (15) minutes of student instructional time within the contours of the work day.

On all days preceding days when students are not required to attend school, teachers may leave approximately thirty (30) minutes before the end of the school day.

On days when they do not have professional commitments, teachers may leave approximately thirty (30) minutes before the end of the school day, provided that their administrator is notified. It is the intent that the elementary teachers will not depart prior to the departure of the last school bus.

Teachers shall meet their professional commitments. If there is a dispute regarding a professional commitment, the work will be performed and there shall be the right to grieve. Should the matter proceed to arbitration, it shall be placed before Arbitrator Jeffrey M. Selchick.

The number of administrative directed professional commitments, scheduled after the end of the student instructional day, shall not exceed more than three (3) in any given month (except that there shall be two (2) per month in the months of November, December, April and June); provided, however, that faculty meetings referred to as Article VI(I)(1) are excluded from the three (3) or two (2) referenced above. However, any teacher providing AIS services who has reached the third (3rd) or second (2nd) professional commitment activities level, as referenced above, in any given month shall be paid an additional \$20 per AIS session performed during that month.

The starting and closing times of the school day will be set by the administration.

C. Unassigned Periods

1. Elementary School

Every elementary teacher will have an uninterrupted duty-free lunch period of at least thirty (30) minutes. Every elementary teacher will have five (5) preparation periods of forty (40) consecutive minutes of preparation time per week, free of student supervision or other duties, except when displaced by scheduled programs.

Preparation periods shall not be taken away from teachers to cover a class, except when an emergency arises. In the event of such emergency, teachers will be paid \$20.00 per period from which assigned to such service from the first such occurrence and thereafter.

2. Junior/Senior High School

Duty-free lunch period: Every Junior/Senior High School teacher will have a duty-free lunch period of thirty (30) minutes.

Every Junior/Senior High School teacher will have at least one preparation period per day free of student supervision or other duties.

Preparation periods shall not be taken away from teachers to cover a class, except when an emergency arises. In the event of such emergency, teachers will be paid \$20.00 per period from which assigned to such service from the first such occurrence and thereafter.

D. Class Size

It is the desire of the Board and the Administration to maintain a level of class size which will insure efficient quality education, consistent with the District's financial ability. Efforts will be made to balance teacher loads and to achieve a reasonable student/teacher ratio for Grades K - 6 and Junior/Senior High School within the annual budgeting allotment as approved by the voters in the Annual District Election.

Current District objectives are:

1. Elementary School: Average student/teacher ratio of 27:1.
2. Jr./Sr. High School: Academic subject teacher - average load of one hundred twenty-five (125) students daily.

E. Secondary Teaching Assignments

1. All secondary teaching staff, as recognized under Article I of the Collective Bargaining Agreement, shall be classified as follows:

- a. Flexible Schedule(s) #1
 - (1) Guidance Counselor
 - (2) Social Worker
 - (3) Psychologist
 - (4) Librarian
- b. Flexible Schedule(s) #2
 - (1) Music
 - (2) Special Education

(3) Chapter I/PSEN Teacher

c. Inflexible Schedule(s)

- (1) English
- (2) Social Studies
- (3) Science
- (4) Mathematics
- (5) Second Language
- (6) Business Education
- (7) Physical Education
- (8) Industrial Arts
- (9) Art
- (10) Health Education
- (11) Home Economics

2. Classification as contained above is based upon the degree of independent control that a teacher has to develop his/her own schedule as well as class size and the availability of an aide. It is understood that should a curriculum area classified as flexible become inflexible in nature or that an inflexible curriculum area become flexible, then the position(s) will be appropriately reclassified.

3. All teaching staff classified as having "Flexible Schedules" can be assigned a work load of six teaching periods per day or thirty periods per week. In such event, these teachers will not be eligible for compensation specified in section 7(c) of this Agreement. They shall be guaranteed at least one preparation period per day one semester and two periods in the other semester, or an annual average of 1.5 per day. Flexible schedule teachers #2 may be assigned administrative or supervisory duty responsibilities for one semester or its equivalent for the entire year.

Notwithstanding the above, only permanently certified teachers shall teach six (6) teaching periods per day.

4. All teaching staff classified as having "Inflexible Schedules" may be assigned up to five instructional periods per day or twenty-five periods per week. Teachers will be assigned up to an annual average of 1.5 administrative or supervisory duties per day in any one semester; however, a teacher may not be assigned more than two administrative or supervisory duties per day in any one semester.

Individual teachers may voluntarily accept assignments to small group tutorial of up to ten (10) students per day on a daily basis, with the volunteering teacher to be scheduled for one preparation period, one duty period, one small group tutorial, lunch and five (5) other teaching assignments, for the semester, for a stipend of \$600.00. The students to be serviced in the tutorial may be referred by teachers, administrators, guidance personnel, their parents or attend by self-referral.

5. Science laboratory classes shall be equivalent to one-half (.5) instructional periods and shall be computed and compensated pursuant to the provisions contained in 7(c). Science teachers shall be guaranteed at least one preparation period per day in each semester.

6. Team meeting times for 7th and 8th grade teachers will be credited as one administrative or supervisory duty. Therefore, only a one-half (.5) administrative or supervisory duty will be assigned to these teachers and the 1.5 preparation periods will exist. In the event that there is a loss of any portion of the 1.5 preparation periods, then that teacher will be compensated as specified in section 7(c) of this agreement on a pro-rata basis.

7. In the event that the District cannot cover all class sections with the above limitations, teachers may be assigned a sixth teaching period subject to the following conditions:

a. The District shall post the additional course offering. Any unit member may voluntarily agree to accept an additional teaching assignment; however, the District is only bound to grant assignments to teachers holding valid certification in that area. The District may select a volunteer for the additional course pursuant to Section 80.2(c) of the Commissioner's Rules and Regulations.

b. If there are no applicants, the District may involuntarily assign a sixth teaching period to any certified individual in the department of the assigned class. In instances where there are insufficient numbers of certified teachers available within the department, the District may involuntarily assign the additional class to any teacher. The District will consider present teaching load and experience in making involuntary assignments.

c. Any individual teaching the additional class shall be compensated at a rate equivalent to one sixth (1/6th) of BA Step 1 or one sixth (1/6th) of MA Step 1, depending upon the column placement of the individual.

8. This Agreement or its implementation shall not impact upon the starting or ending time of the elementary student day or student/teacher contact time in the elementary school. The District agrees that should problems with the elementary bus schedules arise, the High School student day will be adjusted as necessary.

F. Substitute Assignments

Teachers may recommend additions to the substitute list. In cases where a teacher knows of his/her absence in advance, the Administration will consider utilization of a substitute recommended by the teacher.

G. Teacher Aides and Volunteers

It shall be the responsibility of the teacher to provide classroom duties to teacher aides or volunteers. Volunteers will not be assigned to work in a classroom without the teacher's approval.

H. Curriculum Development

1. Representative committee of Elementary and High School teachers will work together with their respective Principals on curriculum studies. Notwithstanding the above, such committee shall be superseded by District-wide and/or building based committees constituted in accordance with the Regulations of the Commissioner of Education at Part 100.11.

2. Teachers who volunteer for Summer Curriculum development and writing projects and teachers who volunteer, at the district request, or who are directed, as required by State and Federal law, to participate in Summer CSE/CPSE meetings shall be paid at the rate of \$22.50 per hour, effective February 1, 2005. The minimum number of hours per day shall be four.

I. After School Meetings

1. Faculty/Grade Level/Departmental Meetings

The District may schedule up to twenty (20) faculty and/or grade level and/or departmental meetings each school year that shall start ten (10) minutes after the end of the student instructional day, bus schedule permitting.

The length of these meetings shall not exceed one and one-quarter (1.25) hours, except that there shall be flexibility to schedule one hour and one and one-half (1.5) hour meetings, so long as the average length of meetings is one and one-quarter (1.25) hours.

An agenda will be posted in the faculty rooms two (2) days in advance and teachers may submit items to be included in the agenda until three (3) days prior to the meeting.

2. Evening Meetings

Unit members may be required to attend not more than four (4) evening meetings per year. It is the administrators' prerogative as to which four (4) meetings a unit member will attend.

3. None of the above meetings will take place on days prior to the days when students are not required to attend school except for emergency reasons.

J. Committees

The need for committees shall be determined by the faculty and the Administration. Participation on any committee shall be voluntary.

K. Responsibility for Money or Valuables

Teachers will not be held personally liable for any money or valuables left in their possession, except in instances resulting from their own negligence.

L. Sign-In/Sign-Out

The Board of Education may implement an attendance system requiring teachers to sign-in and sign-out at such time when reporting to work or leaving from the job.

ARTICLE VII: GRIEVANCE PROCEDURE

A. Declaration of Purpose

Whereas, the establishment and maintenance of a harmonious and cooperative relationship between the Board of Education and its teachers is essential to the operation of the schools, it is the purpose of this procedure to secure, at the lowest possible administrative level, equitable solutions to alleged grievance of teachers through procedures under which they may present grievances free from coercion, interference, restraint, discrimination or reprisal, and by which the Board of Education and its teachers are afforded adequate opportunity to dispose of their differences without the necessity of time consuming and costly proceedings before administrative agencies and/or the courts.

B. Definition and Procedures

1. Grievance shall mean any claimed violation, misinterpretation or inequitable application of the terms of this Agreement or existing terms and conditions of employment as determined by reference to PERB and New York State Court of Appeals decisions.
2. A grievance must be initiated in writing on forms mutually developed by the parties within twenty (20) school days of the occurrence of the event giving rise thereto.
3. All grievances shall include the name and position of the aggrieved party, the identity of the provision of this Agreement involved in the said grievance, the time when and the place where the alleged events or conditions constituting the grievance existed, the identity of the party responsible for causing the said events or conditions, if known to the aggrieved party, and a general statement of the nature of the grievance and the redress sought by the aggrieved party.
4. If a grievance is not initiated or a decision at one stage not appealed to the next stage within the time limits specified, the grievance will be deemed to be abandoned and prosecution or further appeal under this Agreement shall be barred.
5. The time limits specified herein may be extended only by mutual agreement.

6. Failure of the Supervisor, Chief Executive Officer or Board to timely communicate the decision required hereunder shall permit the grievant to proceed to the next stage of the procedure.

C. Stages

Stage 1: Supervisor

a. A teacher having a grievance will discuss it with his/her supervisor, either directly or through a representative, with the objective of resolving the matter informally. The supervisor will confer with all parties in interest but, in arriving at his/her decision, will not consider any material or statements offered by or on behalf of any such party in interest with whom consultation has been had without the aggrieved party or his/her representative present. If the teacher submits the grievance through a representative, the teacher may be present during the discussion of the grievance.

b. If the grievance is not resolved informally, it shall be reduced to writing and presented to the supervisor. Within five (5) school days after the written grievance is presented to him, the supervisor shall render a decision thereon, in writing, and present it to the teacher, his/her representative, and the Association.

Stage 2: Chief Executive Officer

a. If the teacher initiating the grievance is not satisfied with the written decision at the conclusion of Stage 1 and wishes to proceed further under this grievance procedure, the teacher

shall file a written appeal of the decision at Stage 1 with the Chief Executive Officer within eight (8) school days after the teacher has received such written decision. Copies of the written decision at Stage 1 shall be submitted with the appeal.

b. Within eight (8) school days after receipt of the appeal the Chief Executive Officer, or his/her duly authorized representative, shall hold a hearing with the teacher and/or his/her representative and all other parties in interest.

c. The Chief Executive Officer shall render a decision in writing, to the teacher, and/or his/her representative within eight (8) school days after the conclusion of the hearing.

Stage 3: Board

a. If the teacher is not satisfied with the decision at Stage 2, and wishes to proceed further under this grievance procedure, the teacher shall file an appeal in writing, with the Board within thirteen (13) school days after receiving the decision at Stage 2. The official grievance record maintained by the Chief Executive shall be available for the use of the Board.

b. Within thirteen (13) school days after receipt of an appeal, the Board shall hold a hearing on the grievance. The hearing shall be conducted in Executive Session.

c. Within eight (8) school days after the conclusion of the hearing, the Board shall render a decision, in writing on the grievance.

Stage 4: Binding Arbitration

a. If the Association is not satisfied with the decision of the Board, the Association may, within three (3) calendar weeks after the Board's written decision, submit the grievance to arbitration by written notice to the Board of Education, following which the parties shall contact

one of the four named arbitrators on a rotating basis, also accounting for availability of the arbitrator: Daniel Collins, Herbert Haber, Jeffrey Selchick and Janet Spencer.

b. The parties will be bound by the Voluntary Labor Arbitration Rules of the American Arbitration Association.

c. The Arbitrator shall be without power or authority to make any decision contrary to, or inconsistent with, or modifying or varying in any way, the terms of this Agreement or of applicable law. In addition, the Arbitrator shall be without power to award a remedy with respect to any substantive provision of this Agreement which indicates that the matters contained therein are not subject to the provisions of Article VII.

d. The decision of the Arbitrator shall be final and binding upon all parties.

e. The costs of the services of the Arbitrator will be borne equally by the District and the Association.

ARTICLE VIII: SECTION 3020-a HEARING OFFICERS PANEL

The parties agree, to present the American Arbitration Association with a limited list of arbitrators for the purpose of selecting a Section 3020-a Hearing Officer/Chairperson for Section 3020-a cases arising from determinations of probable cause by the Board of Education of the School District. Unless changed by mutual agreement of the parties, the following names shall be submitted as the list referenced above:

1. Martin Scheinman
2. Carol Wittenberg
3. Bonnie Siber Weinstock
4. Alan Viani

ARTICLE IX: RETIREMENT INCENTIVE PROGRAM

A. All unit members who will reach the age of 55 with fifteen (15) or more accredited years of service shall be entitled to a retirement incentive of forty percent (40%) effective July 1, 1990; forty-five percent (45%) effective July 1, 1991; and, fifty percent (50%) effective July 1, 1992 of their last year's compensation, provided that notice of retirement shall be effective as of the January 31st or June 30th of the school year the unit member reaches the age of 55 and that notice of retirement is given on or before the September 1st or February 1st preceding the effective date of retirement.

The salary to which the retirement incentive percentage will apply shall be comprised of the scheduled salary plus credits as well as salary attributable to teaching a sixth assignment, but in no event shall it include other components of annual salaries such as stipend, summer study grants, curriculum writing pay or other extra-curricular duty pay.

The Employer shall pay such incentives between July 1 and November 1 of the calendar year in which the teacher retires.

B. Notwithstanding the provisions set forth above, any teacher whose time of eligibility occurs when the teacher is subject to a period of required service pursuant to Article II(D)(3) shall have his/her eligibility set on the January 31st or June 30th immediately following the period of required service.

ARTICLE X: LEGALITY OF PROVISIONS

If any provision of the Agreement to any employee or group of employees shall be found contrary to law, then such provisions or application shall not be deemed valid or subsisting, except to the extent permitted by law, but all other provisions or applications will continue in force and effect.

ARTICLE XI: TERM, AMENDMENT, MODIFICATION AND TERMINATION

A. The provisions of the Collectively Negotiated Agreement shall be effective as of July 1, 2004 and remain in effect until June 30, 2007, and from year to year thereafter unless either party hereto shall notify the other, in writing, by January 15th of a subsequent year, of their desire to amend, modify or terminate the same.

B. Should either party timely notify the other of a desire to amend, modify, or terminate this agreement as heretofore provided, negotiations for a subsequent agreement shall commence the

February 15th next following such notice, unless the parties shall mutually agree upon an alternate date.

C. Terms and conditions of employment may only be changed by mutual agreement. New terms and conditions of employment shall be negotiated with the Association as required by PERB.

D. The Association agrees that all negotiable items have been discussed during the negotiations leading to this Agreement and agrees that negotiations will not be reopened on any item contained herein during the life of this Agreement unless mutually agreed.

IN WITNESS WHEREOF, the parties have caused this instrument to be executed the day and date written above.

ASSOCIATION

BY: [Signature]
President

BY: [Signature]
Chairman/Negotiating Committee

BY: [Signature]
Negotiating Committeeman

BY: [Signature]
Negotiating Committeeman

BY: [Signature]
Negotiating Committeeman

BY: [Signature]
Negotiating Committeeman

BOARD

BY: [Signature]
President

BY: [Signature]
District Clerk

BY: [Signature]
Superintendent of Schools

APPENDIX "A"

TEACHER-MENTOR PROGRAM

Mentor/Internship Program

1. All newly hired teachers who do not have at least two years of prior public school teaching experience shall participate in the District's Mentor/Internship Program as part of professional development.
2. Mentors shall be selected by the Superintendent of Schools based upon the recommendation of the Building Principal and an MTA member representing that building. Only those tenured teachers who have received mentor training at a reputable training center shall be eligible for selection as a mentor.
3. Mentoring activities shall take place before and/or after regular school hours, during common preparation time and possibly during Superintendent's Conference days. If common preparation time is unavailable to the mentor and intern, up to two days per school year or four half days per school year shall be made available to those mentors-interns for mentoring activities.
4. Mentors and interns shall be responsible for maintaining written logs indicating that mentoring time of at least forty (40) hours during the school year has taken place.
5. Mentoring activities may include meetings, classroom visitations, lesson planning, curriculum and assessment development, staff development, etc.
6. The Building Principal shall be responsible for the coordination of mentoring activities, such as facilitating classroom visits and arranging for substitute coverage for those mentors and interns who do not have common planning time in which to carry out mentoring activities. The Principal shall also collect the written logs of mentoring activities from the mentors and interns and report to the Superintendent regarding the completion of time requirements.
7. The Mentor/Internship Program is non-evaluative and mentors shall not divulge information to be used for evaluating or disciplining the intern, except to the extent permitted by regulations of the Commissioner of Education at 8-A NYCRR §100.2(dd)(2)(iv), * as attached as page 39 and 40.
8. The mentor/intern ratio shall not exceed 1:1.
9. Mentors shall be compensated in the amount of \$1,850.00 per intern per annum. Interns shall be compensated by in-service credit for the forty (40) hours of mentor/internship activities. The role of the mentor shall include, but not be limited to, providing guidance and support to the new teacher.

10. The Mentor/Internship Program shall be evaluated on an annual basis, reflecting upon its efficacy in enhancing student achievement, by receiving the written comments of the mentors, interns and principals regarding the adequacy of time available for mentoring activities, resources made available and suggestions for improvement to enhance the program. The information to be presented shall not include evaluative comments about either the mentor or the intern. The evaluation shall be submitted to the District's Professional Development Team. Upon reviewing the same, the team shall issue a written report to the Superintendent and Board of Education for their consideration.

*** 8-A NYCRR §100.2(dd)(2)(iv)**

For plans covering the time period, February 2, 2004 and thereafter, provision for a mentoring program.

(a) The purpose of the mentoring program shall be to provide support for new teachers in the classroom teaching service in order to ease the transition from teacher preparation to practice, thereby increasing retention of teachers in the public schools, and to increase the skills of new teachers in order to improve student achievement in accordance with the State learning standards.

(b) The professional development plan shall describe how the school district or BOCES will provide a mentoring program for teachers in the classroom teaching service who must participate in a mentoring program to meet the teaching experience requirement for the professional certificate, as prescribed in section 80-03.4 of this Title.

(c) The mentoring program shall be developed and implemented consistent with any collective bargaining obligation required by Article 14 of the Civil Service law, provided that nothing herein shall be construed to impose a collective bargaining obligation that is not required by Article 14 of the Civil Service Law.

(d) The information obtained by a mentor through interaction with the new teacher while engaged in the mentoring activities of the program shall not be used for evaluating or disciplining the new teacher; unless withholding such information poses a danger to the life, health, or safety of an individual, including but not limited to students and staff of the school; or unless such information indicates that the new teacher has been convicted of a crime, or has committed an act which raises a reasonable question as to the new teacher's moral character; or unless the school district or BOCES has entered into an agreement, negotiated pursuant to Article 14 of the Civil Service Law whose terms are in effect, that provides that the information obtained by the mentor through interaction with the new teacher while engaged in the mentoring activities of the program may be used for evaluating or disciplining the new teacher.

(e) The professional development plan shall describe the following elements of the mentoring program:

- (1) the procedure for selecting mentors, which shall be published and made available to staff of the school district or BOCES and upon request to members of the public;
- (2) the role of the mentors, which shall include but not be limited to providing guidance and support to the new teacher;
- (3) the preparation of mentors, which may include but shall not be limited to the study of the theory of adult learning, the theory of teacher development, the elements of a mentoring relationship, peer coaching techniques, and time management methodology;

- (4) types of mentoring activities, which may included but shall not be limited to modeling instruction for the new teacher, observing instruction, instructional planning with the new teacher, peer coaching, and orienting the new teacher to the school culture; and
- (5) time allotted for mentoring, which may include but shall not be limited to scheduling common planning sessions, releasing the mentor and the new teacher from a portion of their instructional and/or non-instructional duties, and providing time for mentoring during superintendent conference days, before and after the school day, and during summer orientation sessions.

Schedule A
M T A
2004-2005

	BA	BA30	MA	MA30	MA60
1	43,404	45,503	46,204	47,954	49,704
2	44,593	46,765	47,534	49,354	51,174
3	45,783	48,024	48,864	50,755	52,645
4	46,974	49,285	50,194	52,155	54,114
5	48,165	50,544	51,525	53,555	55,585
6	49,354	51,803	52,854	54,955	57,055
7	50,544	53,065	54,185	56,355	58,524
8	51,734	54,324	55,515	57,755	59,996
9	52,925	55,585	56,844	59,154	61,465
10	55,305	58,105	59,506	61,954	64,405
11	56,495	59,365	60,834	63,356	65,875
12	57,685	60,625	62,165	64,755	67,346
13	58,874	61,885	63,496	66,155	68,816
14	60,065	63,145	64,826	67,555	70,286
15	61,255	64,405	66,155	68,955	71,755
16	62,445	65,666	67,486	70,355	73,226
17	63,634	66,926	68,816	71,755	74,695
18	64,826	68,186	70,147	73,156	76,167
19	66,016	69,446	71,475	74,557	77,637
20	69,585	73,226	75,465	78,757	82,047
21	69,585	73,226	75,465	78,757	82,047
22	69,585	73,226	75,465	78,757	82,047
23	73,156	77,007	79,386	82,957	86,457
24	73,156	77,007	79,386	82,957	86,457
25	73,156	77,007	79,386	82,957	86,457
26	79,844	83,904	86,564	90,274	93,985

Schedule B
M T A
2005-2006

	BA	BA30	MA	MA30	MA60
1	44,880	47,050	47,775	49,584	51,394
2	46,109	48,355	49,150	51,032	52,914
3	47,340	49,657	50,525	52,481	54,435
4	48,571	50,960	51,901	53,928	55,954
5	49,802	52,262	53,277	55,376	57,475
6	51,032	53,565	54,651	56,824	58,995
7	52,262	54,869	56,027	58,271	60,514
8	53,493	56,171	57,403	59,719	62,036
9	54,725	57,475	58,777	61,165	63,555
10	57,185	60,080	61,529	64,061	66,595
11	58,415	61,383	62,903	65,510	68,115
12	59,646	62,687	64,279	66,957	69,636
13	60,876	63,989	65,655	68,405	71,156
14	62,107	65,292	67,030	69,852	72,676
15	63,338	66,595	68,405	71,300	74,195
16	64,568	67,899	69,781	72,748	75,715
17	65,798	69,201	71,156	74,195	77,235
18	67,030	70,504	72,532	75,643	78,756
19	68,260	71,807	73,905	77,091	80,277
20	71,951	75,715	78,031	81,434	84,836
21	71,951	75,715	78,031	81,434	84,836
22	71,951	75,715	78,031	81,434	84,836
23	75,643	79,625	82,086	85,777	89,396
24	75,643	79,625	82,086	85,777	89,396
25	75,643	79,625	82,086	85,777	89,396
26	82,809	87,007	89,758	93,594	97,431

Schedule C
M T A
2006-2007

	BA	BA30	MA	MA30	MA60
1	46,406	48,650	49,400	51,270	53,142
2	47,677	49,999	50,821	52,767	54,713
3	48,950	51,345	52,243	54,265	56,286
4	50,222	52,693	53,666	55,762	57,857
5	51,496	54,039	55,089	57,259	59,429
6	52,767	55,386	56,509	58,756	61,001
7	54,039	56,735	57,932	60,252	62,572
8	55,312	58,081	59,355	61,749	64,145
9	56,585	59,429	60,775	63,245	65,716
10	59,129	62,123	63,621	66,239	68,859
11	60,402	63,470	65,041	67,738	70,431
12	61,674	64,818	66,464	69,234	72,004
13	62,945	66,165	67,887	70,730	73,575
14	64,219	67,512	69,309	72,227	75,147
15	65,491	68,859	70,730	73,724	76,718
16	66,764	70,207	72,153	75,221	78,290
17	68,035	71,554	73,575	76,718	79,861
18	69,309	72,902	74,998	78,215	81,434
19	70,581	74,248	76,418	79,713	83,006
20	74,397	78,290	80,684	84,203	87,721
21	74,397	78,290	80,684	84,203	87,721
22	74,397	78,290	80,684	84,203	87,721
23	78,215	82,333	84,876	88,694	92,436
24	78,215	82,333	84,876	88,694	92,436
25	78,215	82,333	84,876	88,694	92,436
26	85,875	90,215	93,059	97,026	100,994

SCHEDULE "D"
CO-CURRICULAR/EXTRA-CLASS POSITION STIPENDS
2004-2007

<u>CATEGORY</u>	<u>JOB DESCRIPTION</u>	2004-2005	2005-2006	2006-2007
A	1. Athletic Director w/ release time and reduced teaching assignment*	\$4028	\$4,165	\$4,307
B	1. Department Chairperson w/release time**			
	a. Physical Ed/Health Ed K-12	3,767	3,895	4,027
	b. Special Education K-12	3,767	3,895	4,027
	c. Art K-12	3,767	3,895	4,027
	d. Music K-12	3,767	3,895	4,027
	e. English 7-12	3,287	3,399	3,515
	f. Mathematics 7-12	3,287	3,399	3,515
	g. Occupational Ed 7-12	3,287	3,399	3,515
	h. Science 7-12	3,287	3,399	3,515
	i. Social Studies 7-12	3,287	3,399	3,515
	j. Second Language	3,287	3,399	3,515
	2. Science Coordinator, K-6 w/no release time*	3,287	3,399	3,515
	3. Writing Coordinator, K-6, w/no release time*	3,287	3,399	3,515
	4. Middle School Coordinator w/release time	3,287	3,399	3,515
C	1. Head Varsity Basketball Coach, Boys	3,644	3,768	3,896
	2. Head Varsity Basketball Coach, Girls	3,644	3,768	3,896
	3. Head Varsity Football Coach	3,644	3,768	3,896
	4. Head Varsity Track & Field Coach	3,644	3,768	3,896
	5. Head Varsity Winter Track Coach	3,644	3,768	3,896
D	1. Band Director-High School	2,224	2,300	2,378
	2. Drama Director	2,224	2,300	2,378
	3. Science Coordinator, K-6 w/release time	2,224	2,300	2,378
	4. Senior Class Advisor-High School	2,224	2,300	2,378
	5. Student Council Advisor	2,224	2,300	2,378
	6. Writing Coordinator, K-6 w/ release time*	2,224	2,300	2,378
	7. Yearbook Advisor	2,224	2,300	2,378
	8. Enrichment Coordinator w/ release time*	2,224	2,300	2,378
D-1	1. Head Varsity Baseball Coach	2,581	2,669	2,759
	2. Head Varsity Cross Country Coach	2,581	2,669	2,759
	3. Head Varsity Field Hockey Coach	2,581	2,669	2,759
	4. Head Varsity Softball Coach	2,581	2,669	2,759
	5. Head Varsity Tennis Coach	2,581	2,669	2,759
	6. Head Varsity Volleyball Coach	2,581	2,669	2,759
	7. Head Varsity Soccer Coach - Boys	2,581	2,669	2,759
	8. Head Varsity Soccer - Girls	2,581	2,669	2,759
	9. Head Varsity Golf Coach	2,581	2,669	2,759

* Extra stipend for SAS or SDA certification and supervisor responsibilities.

Reduced teaching assignment in Category A refers to one 40-minute class period per day

** Release time categories A, B-1, D-3, D-6 and D-8 refer to 300 minutes or 7½ 40-minute class periods per week. Categories F-1 and F-7 refer to 200 minutes per week or one 40-minute class period per day.

SCHEDULE "D"
(Continued)

CO-CURRICULAR/EXTRA-CLASS POSITION STIPENDS

2004-2007

<u>CATEGORY</u>	<u>JOB DESCRIPTION</u>	2004-2005	2005-2006	2006-2007
E	1. Band Director - Elementary School	\$1,693	\$1,750	\$1,810
	2. Census Taker	1,693	1,750	1,810
	3. Choral Director - Elementary School	1,693	1,750	1,810
	4. Choral Director - High School	1,693	1,750	1,810
	5. Drama Director Assistant	1,693	1,750	1,810
	6. Junior Class Advisor	1,693	1,750	1,810
E-1	1. JV Basketball Coach - Boys	2,847	2,944	3,044
	2. JV Basketball Coach - Girls	2,847	2,944	3,044
	3. Assistant Football Coach (4)	2,847	2,944	3,044
	4. Asst Track & Field Coach (3)	2,847	2,944	3,044
	5. Assistant Winter Track Coach	2,847	2,944	3,044
E-2	1. JV Baseball Coach	2,315	2,394	2,475
	2. JV Field Hockey Coach	2,315	2,394	2,475
	3. JV Softball Coach	2,315	2,394	2,475
	4. JV Volleyball Coach	2,315	2,394	2,475
	5. JV Soccer Coach	2,315	2,394	2,475
	6. JV Soccer Coach - Girls	2,315	2,394	2,475
	7. JV Wrestling Coach	2,315	2,394	2,475
E-3	1. Cheerleading Coach - Fall	2,049	2,119	2,191
	2. Cheerleading Coach - Winter	2,049	2,119	2,191
	3. Modified Basketball Coach - Boys	2,049	2,119	2,191
	4. Modified Basketball Coach - Girls	2,049	2,119	2,191
	5. Modified Soccer Coach	2,049	2,119	2,191
	6. Modified Volleyball Coach	2,049	2,119	2,191
	7. Modified Softball Coach	2,049	2,119	2,191
	8. Modified Baseball Coach	2,049	2,119	2,191
	9. Modified Soccer Coach - Girls	2,049	2,119	2,191
	10. Modified Wrestling Coach	2,049	2,119	2,191
	11. Modified Field Hockey Coach	2,049	2,119	2,191

SCHEDULE "D"
(Continued)

CO-CURRICULAR/EXTRA-CLASS POSITION STIPENDS

2004-2007

<u>CATEGORY</u>	<u>JOB DESCRIPTION</u>	2004-2005	2005-2006	2006-2007
F	1. Co-curricular Eligibility Coordinator w/some release time**	\$ 1,597	\$ 1,651	\$ 1,707
	2. Freshman Class Advisor	1,064	1,100	1,138
	3. National Honor Society Advisor/Gr 10-12	1,064	1,100	1,138
	4. Sophomore Class Advisor	1,064	1,100	1,138
	5. Stage Crew Advisor	1,064	1,100	1,138
	6. Student Council Advisor - Jr. HS	1,064	1,100	1,138
	7. Writing Coordinator 7-12, w/some release time*	1,064	1,100	1,138
G	1. High School Art Club Advisor	919	950	983
	2. Art Shows Director	919	950	983
	3. Bus Supervisor - AM	919	950	983
	a. High School (1)	919	950	983
	b. Elementary School (2)	919	950	983
	4. Bus Supervisor - PM	919	950	983
	a. High School (1)	919	950	983
	b. Elementary School (2)	919	950	983
	5. Computer Club	919	950	983
	6. Literary Magazine Advisor	919	950	983
	7. Junior National Honor Society, Gr 7-9	919	950	983
	8. Ski Club	919	950	983
	9. Summer School Driver Education Instructor, per class/lecture section	919	950	983
	10. Supervisor of Admissions to Athletic Events (fall and winter combined)	919	950	983
	11. Yorker Club Advisor	919	950	983
G-I	12. Young Scientist Club	919	950	983
	13. Debate Club	919	950	983
	14. SADD	919	950	983
	15. Middle School Art Club	919	950	983
	1. Intra/Extramural Activities Coach (for 30 one hour sessions)	919	950	983
	2. Alden Science Fair Coordinator	919	950	983

SCHEDULE "D"
(Continued)

CO-CURRICULAR/EXTRA-CLASS POSITION STIPENDS

2004-2007

<u>CATEGORY</u>	<u>JOB DESCRIPTION</u>	2004-2005	2005-2006	2006-2007
H	1. Article 19A Inspector	\$ 773	\$ 799	\$ 826
	2. Club 17 Advisor	773	799	826
	3. Computer Skills Coordinator, K-12 w/50% release time	773	799	826
	4. Coordinator of Library Media Services, K-12	773	799	826
	5. SAT Prep English Teacher	773	799	826
	6. SAT Prep Mathematics Teacher	773	799	826
	7. School Store Advisor	773	799	826
	8. FBLA	773	799	826
	9. Echo Club	773	799	826
I	1. Summer Athletic Coordinator (July 1st - Friday before Labor Day) Hourly Rate - For a Maximum of 60 hours	\$18.93	\$19.57	\$20.24
	PER OCCURRENCE EVENT POSITIONS:***			
	1. Basketball Scorekeeper - Boys	\$47.74	\$49.36	\$51.04
	2. Basketball Scorekeeper - Girls	47.74	49.36	51.04
	3. Basketball Timekeeper - Boys	39.79	41.14	42.54
	4. Basketball Timekeeper - Girls	39.79	41.14	42.54
	5. 30-Second Clock - Girls Basketball	39.79	41.14	42.54
	6. Chaperone Duties:****			
	a. Football and Volleyball	55.69	57.58	59.54
	b. Basketball (Boys & Girls) and Dances	63.66	65.82	68.06
	7. Grant Writer	31.83	32.91	34.03
	8. Football Scorekeeper/Timekeeper	31.83	32.91	34.03
	9. Home Tutoring	31.83	32.91	34.03

*** In the event there is only half-time service or the equivalent of half-time service for any other per occurrence event for which a stipend is paid, sixty percent (60%) of the agreed upon amount will be paid.

**** Sixty percent (60%) of the stipend amount for chaperoning one basketball game.

NOTE: The decision regarding which co-curricular/extra-curricular positions will be funded on an annual basis shall remain within the prerogative of the District.

SCHEDULE "D"
(Continued)

CO-CURRICULAR/EXTRA-CLASS POSITION STIPENDS

2004-2007

Teachers will be notified in writing of the assignments listed above by June 1st of the previous school year. Teachers will indicate their acceptance or rejection of the assignment, in writing, by June 15th. It is expected that an assignment, once accepted, will be honored, regardless of any subsequent desire to do something else. Exceptions to the above notification procedure will be necessary in the case of athletic assignments when vacancies occur on the Physical Education staff which have not been filled prior to May 1st.

Payment for full season non-classroom teaching activities will be made in the next paycheck following the termination of the activity.

Teachers will be assigned to a minimum of two (2) chaperone assignments during the school year. Teachers who volunteer for such assignments shall be considered first, but the determination shall be made by the Building Principal. In the event that there are not sufficient acceptable volunteers, the Building Principal shall assign teachers to chaperone in alphabetical order. Teachers who wish to exchange assignments with other teachers must arrange that exchange through the Building Principal.

